



ORANGE COUNTY
Is SEEKING AN
OUTSTANDING
PUBLIC DEFENDER



THE COMMUNITY

Located on the Southern California coast with a culturally diverse population of 2.9 million, Orange County enjoys a nearly perfect climate in which parks and beaches provide abundant opportunities for outdoor activities. Orange County boasts a broad range of excellent communities, and is the home to some of the State's most popular attractions including Disneyland and Knott's Berry Farm, champion professional sports, and quality venues for visual and performing arts. The County takes particular pride in its leading educational institutions, strong business economy, and well-educated workforce.

THE COUNTY

Orange County is a regional service provider and planning entity whose core businesses include public safety, public health, environmental protection, regional planning, public assistance, social services and aviation. Orange County has approximately 18,000 employees and a total FY02-03 budget of \$4.9 billion. The County is governed by a five-member Board of Supervisors, each of whom are elected by district to four-year, overlapping terms.

The Board of Supervisors appoints a County Executive Officer who is responsible for 14 County departments and agencies including the Offices of the Public Defender. Six additional departments are headed by elected officials who report directly to the Board, as do County Counsel and Internal Audit. The County Executive Officer leads a strong County management team committed to accountability, performance measurement, and best business practices. The Public Defender is appointed by the Board of Supervisors and reports to the County Executive Officer.

PUBLIC DEFENDER SERVICES

Established in 1944, the Orange County Offices of the Public Defender provide legal counseling and representation on a Court appointed basis to individuals who are unable to afford a lawyer. The right to counsel in criminal cases comes from the Sixth Amendment to the United States Constitution and similar provisions of the California Constitution. In addition to defendants in criminal cases the Offices of the Public Defender are also appointed to represent minors in Juvenile Court cases, parents in dependency cases, and a variety of persons in mental health cases.

Recognized nationally as a leader in indigent legal services, the Orange County Offices of the Public Defender include three distinct and separate law offices that operate independently under coordination of the Public Defender:

Public Defender – The organization's main unit, headquartered in Santa Ana, also has six branch offices associated with court facilities in Newport Beach, Laguna Niguel, Orange, Fullerton and Westminster. Major divisions include administration, felony panel, writs and appeals, and special operations in addition to the branch offices.

Alternate Defender – This office, located in Santa Ana, represents clients who cannot be represented by the main unit because of a conflict of interest, often because more than one defendant is charged. The Alternate Defender handles first level conflict cases except for cases arising in Juvenile Court.

Associate Defender – This office, located in Santa Ana, also represents clients who, because of a conflict of interest, cannot be represented by the main unit. Typically the Associate Defender handles two to three complex cases at one time, including capital cases.

*The mission of the Offices of the Public Defender
is to provide high quality legal representation to clients in a cost-effective manner.*

The Offices of the Public Defender provide service to approximately 68,000 clients annually through approximately 370 employees that include nearly 200 attorneys as well as other talented investigative, paralegal and support personnel. The \$44 million FY02-03 operating budget is funded primarily by the County's General Fund.

The Public Defender's management team includes the Chief Deputy Public Defender, three Senior Assistant Public Defenders, the Directors of the Alternate and Associate Defender offices, an Administrative Manager, Human Resources Manager and Financial Analyst. The Offices also operates a Labor Management Committee that collaboratively formulates suggestions for improved operations and efficiencies.

THE PUBLIC DEFENDER

Appointed by the County Board of Supervisors and reporting to the County Executive Officer, the Public Defender is responsible for the operations of the Offices of the Public Defender in providing legal counsel and representation to eligible individuals. This includes coordinating and providing general direction to the public defense program through subordinate staff; evaluating and enhancing service performance; preparing and administering the Department's budget; and conferring regularly with judges, the District Attorney, law enforcement agencies and other community representatives regarding programs and policies affecting the Offices of the Public Defender.

At times the Offices are called upon to provide services that are either objected to or not understood by the general public. The Public Defender needs to establish and maintain close relationships with a broad spectrum of people and organizations throughout the County to expand the public's awareness of the right to counsel and the vital role this principal plays in the successful administration of justice in our society.



While the nature of the Public Defender's services require a significant degree of independence, the Public Defender must also work collaboratively with the County Board of Supervisors and the County's management team to maintain an effective, balanced system of justice for all County residents within the County's available resources.

This vacancy results from the recent retirement of Carl Holmes, the former Public Defender, following a 30-year career with Orange County.

CURRENT ISSUES AND PRIORITIES

Current issues and priorities facing the Offices of the Public Defender include:

Case Loads & Funding – Felony and miscellaneous case filings have raised steadily in recent years due to population growth and a slower economy. At the same time, the County is addressing significant local impacts of funding changes resulting from the State of California's budget crisis. The Public Defender will take a lead role in responding to these challenges while maintaining high quality legal services for the Offices' clients.

Communication – In recent years the Offices of the Public Defender have taken steps to improve internal communication and collaboration. New programs such as peer review in merit promotions, and alternative work schedules are examples of effective changes from these steps. The Public Defender will need to consider similar efforts that maintain the Department's effectiveness and strengthen internal communication and collaboration.

Partnerships – The Offices of the Public Defender work collaboratively with various agencies inside and outside County government. The County's Drug Courts, Proposition 36 Courts, and Domestic Violence Courts are examples of programs built and maintained by this collaboration. Similarly, the Public Defender is also involved with three long range County Strategic Priorities now in the design phase: Community Courts, the Central Arraignment Court, and the Family Unified Courts. The Public Defender will continue to actively participate in these and related partnerships.

Performance Measurement – Corresponding with similar efforts elsewhere in the County, the Offices of the Public Defender are working with guidelines from the State Bar, National Legal Aid and Defender Association, and American Bar Association in developing a Proficiency Index as a tool to measure the performance of the Offices overall and its sections. The Public Defender will lead these and related efforts to help maintain and enhance service quality.

THE IDEAL CANDIDATE

The ideal candidate will be a talented criminal trial attorney with a specialty in indigent defense, a broad legal background, and significant senior management experience overseeing work of subordinate attorneys in a comparably sized public defender organization. This charismatic and inspirational leader, who possesses a strong legal mind and is dedicated to public defense, will bring effective fiscal and staff management skills, including an open and inclusive personal style, along with exceptional communication skills, creativity, and impeccable integrity.

Qualifications

License: Must be an active member in the California State Bar and be admitted to practice before all courts of the State.

Experience: At least 5 years of full time experience in the practice of criminal defense law, with at least one year in the administration or supervision of attorneys.

Leadership Style and Personal Characteristics

In addition to the above, the ideal candidate will:

- Advocate strongly for the Offices of the Public Defender and its clients
- See the big picture, plan strategically for the long range needs
- Be visible within the community
- Remain in touch with the Offices' services; remain current with changes in the laws affecting the Offices' clients
- Maintain open and positive relationships with the Courts and the County
- Have strong consensus and team building skills, checking in regularly with staff in addressing key Office issues
- Possess strong staff development skills
- Be confident, persuasive, and charismatic
- Have good problem solving skills
- Have excellent public relations and public speaking skills
- Be independent
- Able to handle controversy
- Be politically savvy
- Have good knowledge of how new technologies can assist Office services

For additional information about Orange County see its website at www.oc.ca.gov. The Public Defender's website, which includes the department's Business Plan 2003, can be found at www.pubdef.ocgov.com.



COMPENSATION AND BENEFITS

The annual salary for the Public Defender is **\$168,500**. The County also offers an attractive benefit program, which includes:

Retirement

- Benefits are provided through the Orange County Employees' Retirement System (OCERS)
- The County pays the employee's contribution which is also considered compensation for retirement purposes

Paid Leave

- Twelve holidays per year, plus generous annual leave benefits

Health Insurance

- 5 Health Plans from which to choose
- County pays 100% of employee premium

Dental Care

- County pays 100% of employee and dependent premiums

Life Insurance

- \$125,000

AD & D Insurance

- \$125,000

Additional Benefits

- Executive Management Benefit – \$3,500 annually toward cafeteria benefits
- Defined Contribution Plan – County pays 3% of salary into 401(a)
- 457 Defined Contribution Program
- Transportation Allowance – \$600 per month
- Annual Educational and Professional Reimbursement – \$2,000 annually
- Paid annual physical

For additional information about County benefits, visit www.oc.ca.gov/hr/employeebenefits



APPLICATION AND SELECTION PROCEDURE

The final filing date for this recruitment is **Friday, June 27, 2003**. To be considered for this excellent career opportunity, please submit your resume, cover letter, the names of three work-related references, and current salary to:



Kris Kristensen
CSAC Human Resources Advisory Services
241 Lathrop Way
Sacramento, California 95815
Tel: 916-263-1401
Fax: 916-561-7205
E-mail: resumes@cps.ca.gov
Website: www.cps.ca.gov/shannon

Following the final filing date, resumes will be screened in relation to the criteria outlined in this brochure. Candidates deemed to have the most relevant qualifications for the position, will be invited to participate in a screening interview with the consultants in early July. The results of the recruitment and screening process will be reported to the Orange County Board of Supervisors who will determine which candidates will be invited to participate in a selection process in early August. An appointment is expected by early September after a final interview with the Board as well as professional reference and background checks.

